

ADPICS DOCUMENT CANCELLATION

When canceling an appropriation year 1995 purchase order or requisition, it will be necessary to **change the effective date** on the Document Cancellation screen (PCHL8500) to **09/31/1995** in order to liquidate the encumbrance/pre-encumbrance in fiscal year 95.

If you do not change the effective date it will liquidate the appropriation year 1995 purchase order in fiscal year 96, NOT fiscal year 95. Therefore, no funding authority in fiscal year 95 will be "freed" up.

ADPICS ADVICE OF CHANGE

When using the Advice of Change process to change the appropriation year 1995 accounting on a requisition/purchase order accounting and adding 1996 accounting, it is necessary to **change the interface type to "YR" or "YP"**. See Chapter 14 of the Year End Closing Guide for more detail.

PAYROLL ACCRUAL PROFILES

Profiles have been established in agencies' structures to account for the necessary payroll accrual process. See Chapter 15 of the Year End Closing Guide for additional explanation.

The following profiles were established:

- D23 Fund 9980-9985
- 20 Appn No. 99981
- 24 Index 99980-99985
- 26 PCA 99980-99985

If you are using agency objects, please be sure to establish a new agency object numbered 3005, Accrued Payroll Expenditure that infers comptroller object 3005.

WARRANTS CANCELLED IN FY 1996

It is important to designate the appropriate appropriation year when re-issuing warrants that were cancelled. For example, if a warrant issued with appropriation year and fiscal year 1995 R*STARS coding block is cancelled in fiscal year 1996, when the warrant is re-issued, you must be sure to charge the same appropriation year 1995 R*STARS coding block as charged on the original. Generally, the only difference between the original voucher payable and the re-issuance will be the effective date.

AGENCY OBJECT STRUCTURE

Several agencies have implemented the profiles in the object structure defined and controlled by agencies such as D11 Agency Object and D25 Agency Object Group Profile. This change was noted on the 25 Agency Control Profile for fiscal year 1996.

Because transactions from both appropriation year 95 and 96 will be generated and/or recorded in fiscal year 96, it is important to establish agency objects (D11) for both appropriation years. Otherwise, all generated transactions will error out.

PROJECT/GRANT EFFECTIVE END DATES

If you are using the project and/or grant profiles it is important NOT to have an effective end date that is before the date that ALL recorded and generated transactions have posted. This includes all system generated liquidation and redemption transactions. Otherwise, these transactions will all error out. It may be necessary to either remove the effective end dates on these profiles or extend them.

CENTRAL TRANSACTION CODE RELATED PROFILE CHANGES TRANSACTION CODE

TC No.	Screen	Title	Data Elements	Comment
139	28B	Write Off NSF Check Revenue	Comptroller Object	Added 0999
151	28A	Reclass: Deferred Revenue	Future Month	Changed to "N" Not Allowed

152	28A	Reclass: Other Current Receivable	Future Month	Changed to "N" Not Allowed
154	28A	Reclass: Intergov Rec Local Rev-Agency	Future Month	Changed to "N" Not Allowed
177	28A	Deposit: Other Current Receivable	Future Month	Changed to "N" Not Allowed
182	28A	Deposit: Intergov Rec Local Rev-Agency	Future Month	Changed to "N" Not Allowed
260	28A&B	Vouchers Payable-Replacement Warrant	All	New
356	28A	Unpresented Warrants-Reversal Level 2	GLA; AGL; AGY GL	Changed to "N" Not Allowed; Changed to "N" Not Allowed; Changed to blank
357	28A	Unpresented Warrants-Level 2	GLA	Changed to "N" Not Allowed
407	28B	Cash Revenue Adj Between Funds-Increase	Comptroller Object	Added 0987
408	28B	Cash Revenue Adj Between Funds-Decrease	Comptroller Object	Added 0987
410	28A	Cash Trnsfr From Clearing Fund-Early Out	GLA	Changed to "N" Not Allowed
411	28A	Cash Transfer-Liability Liquidation	Future Month	Changed to "N" Not Allowed
413	28A	Nonpayroll Expend Adj-Increase	GLA	Changed to "N" Not Allowed
415	28A	Payroll Expend Adj-Increase	GLA	Changed to "N" Not Allowed
422	28A&B	Imprest Cash Close-Out Write-Off	All	New
423	28A&B	Revenue Cash Increase - OFM Approval	All	New
426	28A&B	Imprest Cash Write-Off Companion Entry	All	New
427	28A	Residual Equity Transfer Out	Service Date; Current Doc #; Modifier;	Changed to blank; Changed to "R"; Changed to blank
428	28A&B	Working Fund Closeout-Writeoff	All	New
431	28A&B	Reclass Petty Cash to Common Cash	All	New

447	28A	Establish Cash In Transit-94 Conversion	Title; Status Code	Modified; Changed to "I" Inactive
448	28A	Reverse Cash In Transit (From PY)-94 Conversion	Title; Status Code	Modified; Changed to "I" Inactive
454	28A	Adj Due Frm Other Approp Fnds Oper Trnsf	All	New
469	28A	Inv: Relief Of Raw Materials	Future Month	Changed to "N" Not Allowed
470	28A	Inv: Transfer From Raw Materials To WIP	Future Month	Changed to "N" Not Allowed
475	28A	Reclassify LT Comp Absence To Current	Reverse Code; Status Code	Changed to blank, optional; Changed to "A" Active
481	28A	Expenditure: Summary Level PFOS Detail	Future Month; Eff End Date	Changed to "Y" Yes Changed to blank
496	28A	Escrow Deposits With Outside Bank	Future Month	Changed to "N" Not Allowed
570	28A&B	Generic GAAP Revenue Credit/A/P Write Off	All	New
571	28A&B	Generic GAAP Expend Debit/A/P Write Off	All	New
572	28A&B	Generic Accrued Expend Debit/PY A/R Write off	All	New
581	28B	Generic Accrued Expenditure Credit	GL Acct Codes	Added 0610
582	28B	Generic GAAP Expenditure Offset-Debit	GL Acct Codes; Comptroller Obj	Added 0514; Added 7205
583	28B	Generic GAAP Expenditure Offset-Credit	Comptroller Object	Added 7210
584	28B	Generic Accrued Revenue-Debit	GL Account Codes	Modified
588	28A	Generic Balance Sheet Debit	Future Month	Changed to "N" Not Allowed
588	28B	Generic Balance Sheet Debit	GL Account Codes	Added 0519, 0940-0945
589	28A	Generic Balance Sheet Credit	Future Month	Changed to "N" Not Allowed
589	28B	Generic Balance Sheet Credit	GL Account Codes	Added 0519, 0940-0945
595	28B	Generic GAAP Expenditure Credit/Sys CL	Comptroller Objects	Added 7205
598	28B	Generic GAAP Revenue DB	GL Acct Codes;	Added 1555;

		AGL	Comptroller Obj	Added 0960
600	28A	Load Debit Balance Ordinary Deposits	Future Month	Changed to "N" Not Allowed
603	28A	Load Initial Credit Bal-Invest Agency	Future Month	Changed to "N" Not Allowed
604	28A	Load Debit Balance Ordinary Deposits	Future Month	Changed to "N" Not Allowed
605	28A	Load Initial Debit Balance-TRA	Future Month	Changed to "N" Not Allowed
606	28A	Load Initial Debit Balance	Future Month	Changed to "N" Not Allowed
607	28A	Load Initial Cash Balance Debit	Future Month	Changed to "N" Not Allowed
608	28A	Load Initial Credit Balance	Future Month	Changed to "N" Not Allowed
609	28A	Load Initial Credit Bal-Inv Comm Cash	Future Month	Changed to "N" Not Allowed
645	28A	Generic Balance Sheet Debit-Conversion	Future Month	Changed to "N" Not Allowed
646	28A	Generic Balance Sheet Credit Conversion	Future Month	Changed to "N" Not Allowed
648	28A	Generic Balance Sheet Debit-Conv/AGL	Future Month	Changed to "N" Not Allowed
649	28A	Generic Balance Sheet Credit Conv/AGL	Future Month	Changed to "N" Not Allowed
680	28A	Warrants Outstanding Conversion	Future Month	Changed to "N" Not Allowed
682	28A	Expend: Summary Level WOS Conversions	Future Month	Changed to "N" Not Allowed
683	28A	FY 95 Exp: WOS Converted	Future Month	Changed to "N" Not Allowed
700	28B	Interfd-Central & Agency Expend-Not Encumb	Comptroller Object	Added 6375
717	28A&B	Trs TC-A/P Invst Pur At YR End	Title; Description	Both modified
718	28A&B	Trs TC-A/P Invst Pur Year End	Title; Description	Both modified
719	28A&B	Trs TC-A/R Invst Sale Year End	All	New
720	28A&B	Trs TC-A/R Invst Sale At YR End	All	New

763	28A&B	Reclass: Interest Common Cash Earnings	Status Code	Changed to "I" Inactive
765	28A	Accrued Interest Earnings	GLA	Changed to "N" Not Allowed
769	28A&B	Maturity of Investment Common Cash Fund	Status Code	Changed to "I" Inactive
794	28A&B	Trs TC-Common Cash Invest Maturity	Status Code	Changed to "I" Inactive
856	28B	FICA On LTD	Batch Type	Added 8
880	28A&B	Est Cash In Transit-Restricted Rev Only	All	New
881	28A&B	Est Cash In Transit-Expenditure Credit	All	New
883	28A&B	Est Accounts Payable (ADPICS Encumb)	All	New
885	28A&B	Est Cash In Transit-Gen Purpose Rev	All	New
886	28A&B	Adjust Encumb Not In RSTARS YR End	All	New
887	28A&B	Encumb Liquidation-Not In RSTARS YR End	All	New
892	28A&B	Accrued Payroll Expenditures	All	New
905	28A&B	Estab An A/R Reduct Of Expend-Loc Unit	All	New
906	28A&B	Estab An A/R Reduc Of Fed Expenditure	All	New
918	28B	Establish NSF Check Receivable Agency	Comptroller Object	Added 0985, 0999
968	28A&B	Reclass: Due From Component Unit	All	New
974	28A&B	Reclass: A/R Federal Expenditures	All	New
986	28A&B	Deposit: Due From Component Unit	All	New
987	28A&B	Deposit: Due From Primary Government	All	New
994	28A&B	Deposit: A/R Expenditures-Federal	All	New

COMPTROLLER GENERAL LEDGER

G/L Acct No.	Screen	Title	Data Elements	Comment
0070	D31	Equity In Common Cash	Title	Modified
0075	D31	Cash In Transit-Conversion Status Code	Title;	Modified; Changed to "I" Inactive
0078	D31	Cash In Transit	All	New
1016	D31	A/P Investment YR End Accrual Offset	Title	Modified
1017	D31	A/P Invest YR End Accrual	Title	Modified
1018	D31	A/R Invest YR End Accrual	All	New
1019	D31	A/R Invest YR End Accrual Offset	All	New
1027	D31	Imprests Cash Closeout	All	New
1028	D31	Imprest Cash Closeout-Offset	All	New
1315	D31	Payroll Liability	All	New
3151	D31	Operating Transfer Accrual-In	All	New
3201	D31	GAAP Revenue	All	New
3601	D31	GAAP Expenditure	All	New

COMPTROLLER OBJECT

Comp. Obj. No.	Screen	Title	Data Elements	Comment
6247	D10	Imprest Cash Account Writeoff	All	New

USER CLASS

User Class No.	Screen	Title	Data Elements	Comment
01	D66	Accounting Clerk/Input Of Agency JV's-Post	Transaction Codes	Added 880-892
02	D66	Acct Clerk at Agency/Input of Centrally Apprv JV's	Transaction Codes	Added 880-892
05	D66	Acct Clerk at Agency/Input Of Agency JV's-No Post	Transaction Codes	Added 880-892
08	D66	Accounting Clerk/Generic	Transaction Codes	Added 570-579,

		TC's-Post	598-599
13	D66	Release Of Payroll Replacement	Transaction Codes Added 260
20	D66	Cashier/Cashiering-Post	Transaction Codes Added 761, 764
61	D66	DMB Agency Liaisons	Transaction Codes Added 880-899

This section will be distributed each week identifying all changes to Transaction Codes, Comptroller GL Accounts, Comptroller Objects and User Classes made in the previous week.

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